

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE						DDS/OL/PSD 9	
1. TITLE OF REPORT (if a fill-in report include Form No.)						2. TYPE OF REPORT	
Significant Accomplishments						STATISTICAL	
						<input checked="" type="checkbox"/> NARRATIVE	
						MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		<input checked="" type="checkbox"/> ADMIN. GENERAL	
		LOGISTICS		SECURITY		OTHER (specify)	
		MEDICAL		FINANCE			
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)			6. DISTRIBUTION (No. of components not number of copies)		
4		<del>SEMIANNUALLY</del> Annual			1		
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING			9. DIRECTIVE AUTHORITY REQUIRING REPORT		
Memorandum		<input checked="" type="checkbox"/> YES IF YES GIVE ADP PROCESSING NO.			Request of D/L		
		<input checked="" type="checkbox"/> NO					
10. PREPARING COMPONENT (include lowest level contributing information to report)				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
Deputy Chief, PSD				Annual Internal <del>SEMIANNUAL</del> report.			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	=	COST PER YEAR
GS-15	\$ 12.84	16 hours		\$ 205.44	<input checked="" type="checkbox"/> 1		\$ <del>1000</del> 205.44
GS-7	4.28	90 min.		6.42	<input checked="" type="checkbox"/> 1		<del>1000</del> 6.42
B. COSTS OF COMPUTER PRODUCED REPORTS							
None							
TOTAL COSTS PER YEAR						\$ <del>1230</del> 211.86	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.							
Request of the Director of Logistics.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
<input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) Reduced in Aug 1970 from a semi-annual to an annual report						MAN-HOURS	
						17-1/2	
						<del>1000</del>	
						DOLLARS	
						211.86	
						<del>1000</del>	
16. DATE OF INVENTORY		17. N		18. EXTENSION			
8 OCT 1970							